

अण्डमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION
सचिवालय /SECRETARIAT

12
Port Blair, the October, 2020

NOTIFICATION

No. /F. No. 36-8/2012 (Rev (PF-I). In pursuance of the guidelines received from the Secretary, Govt. of India, Department of Land Resources, Ministry of Rural Development, vide letter No. 13014/4/2007-LRD dated 02/08/2011 regarding implementation of the National Land Records Modernization Programme, the A&N Islands Project Management Units (ANIPMU) under NLRMP has been constituted by the Andaman and Nicobar Administration and registered with the Registrar of Societies, Andaman, vide Registrations Certificate No. 1436/2012 dated 12/04/2012. The Rules, Regulations and Bye-laws of the Andaman and Nicobar Project Management Units are as follows:-

**Andaman and Nicobar Islands Project Management Units (ANIPMU)
Rules/Regulation**

1. SHORT TITLE

- 1.1 These Rules and Regulations shall be called "The Rules and Regulations of the A & N Islands Project Management Units (ANIPMU) , 2020 .
- 1.2 These Rules shall come into force with effect from the date of registration of the society by the Registrar of Societies.

2. DEFINITIONS

- 2.1 In the interpretation of these Rules and Regulations, the following expressions shall have the following unless inconsistent with subject or context:
- "Act" means Societies Registration Act, 1860.
- "Central Government" means the Government of India.
- "ANIPMU" means the A & N Islands Projects Management Units.
- "Office of the Society " means the office of the Society as referred to in these Rules.
- "Governing Body" means the Governing Body of the Society as referred to in these Rules.
- "Member" means the member of the Society as referred to in these Rules.
- "Rules" means these Rules and Regulations registered along with the memorandum of Association & as may be amended by the Governing Body of the Society from time to time.
- "Secretariat" means the Secretariat of the A & N Administration as referred to in these Rules.
- "State Government" means the A & N Administration.
- "Year" means the financial year, namely from 1st April of a calendar year to 31st March of the next calendar year.

3. OBJECTIVES

- 3.1 To undertake effective implementation of programme under NLRMP.
- 3.2 To facilitate transfer of central fund directly rather than routing through the consolidated fund of state.
- 3.3 To monitor the work being under taken under central fund.

4. OFFICE AND JURISDICTION

- 4.1 Registered office of the Society shall be situated at the Office of the Secretary (Rev.) having its office at Secretariat, Port Blair .
- 4.2 The Jurisdiction of the Society shall be the whole of Andaman & Nicobar Islands.

5. MEMBERSHIP

- 5.1 The following shall be the members of the Society:
First members of the Governing Body are:

Members	As per the guidelines Proposed
Ex-Officio Chairperson	Principal Secretary/Commissioner-cum-Secretary/Secretary, Revenue Department
Ex-Official Member Secretary	Commissioner, Survey Settlement/Director, Land Records
Ex-Officio Member	Secretary, Revenue Department
Ex-Officio Member	Secretary, Registration Department
Ex-Officio Member	Secretary , IT Department
Ex-Officio Member	Secretary, Urban Development Deptt.
Ex-Officio Member	Secretary, Law Department
Ex-Officio Member	Secretary, Finance Department
Ex-Officio Member	Secretary, Planning Department
Ex-Officio Member	State Informatics Officer, NIC
Special Invitees Member	DMs of District covered under the NLRMP
Executive Secretary	ADM(South Andaman District)

- 5.2 The membership of an ex-officio member of the Society and of the Governing Body shall stand terminated when he/she ceases to hold the office by virtue of which he/she was member and his/her successor to the office shall become such member.
- 5.3 Non-official member of the Society will be nominated by the Chairperson with the approval of the Governing Body. Nominated members shall hold office for a period of three years from the date of their nomination by the Chairperson. Such members will be eligible for re-nomination for another period of 3 years.
- 5.4 The Society shall maintain a roll of members at its registered office and every members shall sign the roll and state therein his/her rank or occupation and address. No member shall be entitled to exercise rights and privileges of a members unless he/she has signed the roll as aforesaid.
- 5.5 All members of the Governing Body shall cease to be members if they resign, become of unsound mind, become insolvent or be convicted of a criminal offence involving moral turpitude or removal from the post by virtue of which she/he was holding the membership.
- 5.6 Resignation of membership shall be tendered to the Governing Body in person to its Ex-officio Chairperson and shall not take effect until the Chairperson has accepted it on behalf of the Governing Body.
- 5.7 If a member of the Society changes his /her address he/ she shall notify his/her new address to the Ex- officio Chairperson who shall thereupon enter his/her new address in the roll of member. But if a member fails to notify his/her new address the address in the roll of members shall be deemed to be his/her address.
- 5.8 Any vacancy in the Society or in the Governing Body shall be filled by the authority entitled to make such appointment. No act or proceedings of the Society or of the Governing Body shall be invalid merely by reason of the existence of any vacancy therein or of any defect in appointment of any of its members.
- 5.9 No member of the Governing Body, except the Executive Secretary to be appointed as per these Rules, shall be entitled to any remuneration.

6. AUTHORITIES OF THE ANIPMU

6.1 The following shall be the bodies and authorities of the Society:

- Governing Body
- Office of the Society
- Sub-Committees of the Office of the Society, such as Programme Committees, if constituted.

6.2 GOVERNING BODY

- 6.2.1 All members of the Society as set out in Para 4.1 shall constitute the Governing Body of the Society.
- 6.2.2 The first members of the Governing Body of the Society shall be those mentioned para 4.1 . They shall hold office until a new Governing Body is appointed according to these Rules.
- 6.2.3 The management of the affairs of the Society shall be entrusted to Governing Body and the property of the Society shall be vested in the Governing Body. Unless otherwise made over to any department of A & N Administration.
- 6.2.4 The Society may sue or be sued in the name of the Ex-officio Chairperson of the Society or of such other members as shall, in reference to the matter concerned, be appointed by the Governing Body for the occasion.

6.3 PROCEEDINGS OF THE GOVERNING BODY

- 6.3.1 The meetings of the Governing Body shall be held at least twice a year and at such time and place as the Chairperson shall decide. If the Chair-person receives a requisition for calling a meeting signed by one-third members of the Governing Body, the Chair-person shall call such a meeting as soon as may be reasonably possible and at such place as she/he may deem fit.
- 6.3.2 Following minimum business shall be brought forward and disposed off in every meeting of the Governing Body.
- Annual report of the Society relating to last financial year, including (a) income and expenditure account, (b) balance sheet and (c) audit report.
 - Physical and financial progress of the programmes/projects in the current year.
 - Work Plan (including budget) for the next financial year.
 - Other business brought forward with the assent of the Chairperson.
- 6.3.3 Every notice calling meeting of the Governing Body shall state the date, time and place at which such meeting will be held and shall be served upon every member of the Governing Body not less than 15 (fifteen) days before the date appointed for the meeting. Such notice shall be issued by the Ex-officio Member Secretary of the Society and shall be accompanied by an agenda of the business to be placed before the meeting provided that accidental omission to give such notice to any member shall not invalidate any resolution passed at such meeting. In the event of any urgent business the Chairperson may call the meeting of the Governing Body at ten days notice.
- 6.3.4 The Chair-person shall Chair the meetings of the Governing Body. In his/her absence, the Governing Body shall elect one from among the members present as chairperson of the meeting.

- 6.3.5 One third of the members of the Governing Body, including the substitutes nominated under Rule 5.3.7 present in person. Shall form a quorum at every meeting of the Governing Body.
- 6.3.6 All disputed questions at the meeting of the Governing Body shall be determined by votes. Each member of the Governing Body shall have one vote and in case of a tie, the Chairperson shall have a casting vote.
- 6.3.7 Should any official members be prevented for any reason whatsoever from attending a meeting of the Governing Body, the Chair-person of the Society shall be at liberty to nominate a substitute to take his place at the meeting of the Governing Body. Such, substitute shall have all the rights and privileges of a member of the Governing Body for that meeting only.
- 6.3.8 Any member desirous of moving any resolution at a meeting of the Governing Body shall give notice thereof in writing to the Executive Secretary of not less than ten days before the day of such meetings.
- 6.3.9 Any business which it may become necessary for the Governing Body to perform, except the agenda prescribed for the full meeting as set out in para 6.3.2 above, may be carried out by circulation among all its members and any resolution so circulated and approved by majority of the members signing shall be as effectual and binding as if such resolution had been passed at a meeting of the Governing Body provided that at least one third members of the Governing Body have recorded their consent of such resolution.
- 6.3.10 In the event of any urgent business, the Chairperson of the Society may take a decision on behalf of the Governing Body . Such a decision shall be reported to the Governing Body at its next meeting for ratification.
- 6.3.11 A copy of the minutes of the proceedings of each meeting shall be furnished to the Governing Body members within 2 weeks after completion of the meeting.

6.4 POWER OF THE GOVERNING BODY

- 6.4.1 The Governing Body will have full control of the affairs of the Society and will have authority to exercise and perform all the powers, acts and deeds of the Society consistent with the aims and objects of the Society.
- 6.4.2 In particular and without prejudice to the generality of foregoing provision, the Governing Body may:
- Make , amend , or repeal any bye-laws relating to Administration and Management of the Affairs of the Society subject to the observance of the provisions contained in the Act, provided that such amendments are brought to the Governing Body after obtaining endorsement/approval from A & N Administration.

- Consider the annual budget and the annual action plan, its subsequent alternations placed before it by the Office of the Society from time to time and to pass it with such modifications as the Governing Body may think fit.
- Monitoring the financial position of the Society in order to ensuring smooth income flow and to review annual audited accounts.
- Accept donations and endowments or give grants upon such terms as it thinks fit.
- Delegate its powers, other than those of making rules, to the Ex-officio Member Secretary or other authorities as it may deem fit.
- Authorities the Ex-officio Member Secretary to execute such contracts on behalf of the Society as it may deem fit in the conduct of the business of the Society.
- Appoint Committees, Sub - Committees and Boards etc. For such purpose and on such terms as it may deem fit, and to remove any of them.
- Recruit Administrative/technical staff for the Society as per the guidelines of NLRMP.
- Procure goods and services in accordance with the procedures laid down in the guidelines of NLRMP.
- Do generally all such other acts and things as may be necessary or incidental to carrying out the objectives of the Society or any of them, provided that nothing herein contained shall authorize the Governing Body to do any act or to pass any bye-laws which may be repugnant to the provisions hereof, to the powers hereby conferred on the Governing Body and other authorities, or which may be inconsistent with the objectives of the Society.

6.5 POWERS AND FUNCTIONS OF THE CHAIR-PERSON OF THE GOVERNING BODY

- 6.5.1 The Chair-person shall have the powers to call for and preside over all meetings of the Governing Body.
- 6.5.2 The Chair-person may himself/herself call, or by a requisition in writing signed by him/her, may require the Ex-officio Member Secretary to call, a meeting of the Governing Body at any time and on the receipt of such requisition, the Ex-officio Member Secretary shall forthwith call such a meeting.
- 6.5.3 The Chair -person shall enjoy such powers as may be delegated to him by the Society and the Governing Body.
- 6.5.4 The Chair-person shall have the authority to review periodically the work and progress of the Society and to order inquiries into the affairs of the Society and to pass order on the recommendations of the reviewing or inquiry Committee.
- 6.5.5 Nothing in these Rules shall prevent the Chair-person from exercising any or all the powers of the Governing Body in case of emergencies in furtherance of the objects of the Society . However, the action taken by the Chairperson on such occasions shall be reported to the Governing Body subsequently for ratification.

6.6 OFFICE OF THE SOCIETY

6.6.1 The Governing Body will constitute an Office of the Society which will be responsible for acting for and doing all deeds on behalf of the Governing Body and for taking all decisions and exercising all the powers, vested in the Governing Body except those which the Governing Body may specifically specify to be excluded from the jurisdiction of by the Office of the Society.

6.6.2 The composition of the "Office of the Society" shall be as follows:

Sl. No	Name/Designation	As per guidelines status in office of the Society
1	Deputy Commissioner (South Andaman)	Ex-officio Chief Executive Officer
2.	Deputy Commissioner, (North & Middle Andaman)	Ex-officio Member
3.	Deputy Commissioner, (Nicobar)	Ex-officio Member
4.	Additional District Magistrate (South Andaman)	Ex-officio Member
5.	Assistant Commissioner HQ, Mayabunder	Ex-officio Member
6.	Assistant Commissioner HQ, Car Nicobar.	Ex-officio Member
7	DIO, South Andaman	Ex-officio Member
8.	Assistant Commissioner (Settlement)	Ex-officio Member Secretary

6.6.2 The Office of the Society may co-opt additional members and / or invite subject experts to its meeting from time to time.

6.6.3 Meeting of the office of the Society shall be convened by the Member Secretary by giving clear seven days notice in writing along with the Agenda specifying the business to be transacted, the date, time and venue of the meeting.

6.6.4 Meeting of the Office of the Society shall be held at least once every month or more frequently as necessary.

6.6.5 The minutes of the Office of the Society meeting will be placed before the Governing Body at its next meeting.

6.6.6 The Office of the Society may appoint one or more Programme-Committees for the purpose of day-to-day execution of the various programmes.

6.6.7 The programme committees will submit a monthly performance/progress report to the Office of the Society which shall incorporate these into the consolidated progress reports to be placed before the Governing Body.

7. FUNDS OF THE SOCIETY

7.1 The funds of the Society shall consist of the following:

- a. The Society will open one independent savings bank accounts for receiving the Central grant towards Society funds and programme funds. The accounts would be operated by the Deputy Commissioner (SA) and Assistant Commissioner(Settlement) jointly.
- b. The funds towards society funds and programme funds shall be directly released by DoLR into the account of the Society.
- c. The Society will maintain separate grant registers received by it towards society funds and for programmers activities.
- d. The Consultants, Programmers and the supporting staff should be hired either on deputation or on contract basis and there will be no liability for permanent employment for the hired period . Further, Government staff working in the Department would not be charged to the Central funds.
- e. The Society would get recurring grants for expenditure on the Consultants, programmer and staff as laid down by DoLR and office expenditure.
- f. If the non-recurring grant remains unutilized up to three years from the date of sanction, the unutilized amount should be refunded to the DoLR.
- g. Purchase of vehicles and construction activities are not permissible under circumstances from the DoLR funds.

- h. The data regarding the society funds, its utilization and the details of the personnel hired shall be sent by the Society to the DoLR from time to time.
- i. The purchase of equipments should be done in accordance with Procurement Rules of the State Government. Proper arrangements should be made for storing the equipments, when not in use.
- j. The amount sanctioned under different items of recurring non-recurring grant should be utilized as sanctioned by DoLR. For any deviation, permission of DoLR will be required.
- k. The Societies will furnish to the DoLR the Utilization Certificates duly signed by the Ex-officio CEO for the funds released towards society funds and programmer funds for a financial year by 30th June of the next/following financial year and Audited Statement of Accounts every year by the end of September of the next/following year.

8. **ACCOUNTS AND AUDIT.**

8.1 The Society shall cause regular accounts to be kept of all its monies and properties in respect of the affairs of the society.

8.2 The office of the Society may cause separate Bank Accounts in respect of each scheme or separate ledgers for each scheme under one account. In such an event, the Government Body shall prescribe written instructions relating to submission of Statement of Expenditure (SOE) for each scheme. The Separate Accounts of different Programmer could be audited by different auditors, and submitted to Programme Units separately.

8.3 The accounts of the Society shall be audited annually by a Chartered Accountant firm included in the panel of Comptroller and Auditor General of India or any qualified person appointed by the Government of India/A&N Administration and any expenditure incurred in connection with the such audit shall be payable by the Society to the Auditors. The Office of the Auditor General of the State may also, at its discretion, audit the accounts of the society.

8.4 The Chartered Accountant or any qualified person appointed by the Govt. of India/A&N Administration in connection with the audit of the accounts of the society shall have the same rights, privileges and authority in connection with such audit as the Auditor General of the State has in connection with the audit of Government accounts and in particular shall have the right to demand the production of books, accounts, connected vouchers and other necessary documents and papers.

8.5 The report of such audit shall be communicated by the auditor to the Society, which shall submit a copy of the Audit Report along with its observation to the A&N Administration.

8.6 The Auditor shall also forward a copy of the report to the following:

A designed authority of the State Society as may be determined by its Governing Body/Office of the Society.

1. Ex-Officio Chairperson , Principal Secretary/Commissioner-cum-Secretary/Secretary, Revenue Department.
2. Ex-Official Member Secretary, Commissioner, Survey Settlement/Director, Land Records.

9. BANK ACCOUNT

9.1. The account of the society shall be opened in a nationalised bank approved by the Office of the Society or in a scheduled commercial bank as may be specified by the DoLR. All funds shall be paid into the Society's account with the appointed bank and shall not be withdrawn except through a cheque, bill note, other negotiable instruments or through electronic banking (e-banking) procedures signed/electronically authorized by such authorities of the Society as may be determined by the Office of the Society.

9.2 The Society shall switch over to e-banking procedures as and when the DoLR directs the society to do so as the Principal Donor to the Society.

10. ANNUAL REPORT

10.1 A draft annual report and the yearly accounts of the Society shall be placed before the Governing Body at next meeting for consideration and approval. A copy of the annual report and audited statement of accounts as finally approved by the Governing Body shall be forwarded within six months of the closure of a financial year to the following:

1. Principal Secretary/Commissioner-cum-Secretary/Secretary, Revenue Department.
2. Ex-Official Member Secretary, Commissioner, Survey Settlement/Director, Land Records.'

11. SUITS AND PROCEEDINGS

11.1 The Society may sue or be sued in the name of Society through its Ex-Officio Chairperson.

11.2 No Suit or proceedings shall abate by the reason of any vacancy or change in the holder of the office of the Chairperson or-Ex-officio Member Secretary or any office bearer authorized in this behalf.

11.3 Every decree or order against the Society in any suit or proceedings shall be executable against the property of the Society and not against the person or the property of the Ex-officio Chairperson, ex-Officio Member Secretary or any office bearer of the Society.

11.4 Nothing in sub-rule 10.3 above shall exempt the Ex-officio Chairperson Ex-officio Member Secretary or office bearer of the Society from any criminal liability or entitle him /her to claim any contribution from the property of the Society in respect of any fine to be paid by him/her on conviction by a criminal court.

12. AMENDMENTS.

12.1 The Society may amend these Rules provided that such changes shall not alter the nature and /or the objectives and /or the purposes for which it has been set up. The proposals for any amendments shall be carried out only through the following process:

12.1.1 Proposals for amendments have been circulated to all members of the Governing Body and have been duly included in the written agenda of the ensuing meeting of the Governing Body or a special meeting of the Governing Body;

12.1.2 The Governing Body has endorsed the proposal at least 3/5th of the members of the Governing Body; and

12.1.3 The A&N Administration has communicated , in writing its endorsement to the Governing Body resolution for the amendment.

13. DISSOLUTION

13.1 The Governing Body may resolve to dissolve the Society by bringing a proposal to that effect in a special meeting to be convened for the purpose, provided that the proposal for dissolution has been duly approved/endorsed through the process prescribed for amendment as set out in Para 11.1 of these Rules.

13.2 The dissolution proceedings shall be made in accordance with the provisions of the Act as amended from time to time in its application in the A&N Islands.

13.3 Upon the dissolution of the Society, all assests of the Society, after the settlement of all its debts and liabilities, shall stand reverted to the A&N Administration for such purposes as it may deem fit.

14. MISCELLANEOUS

14.1 CONTRACTS

14.1.1 All contracts and other instruments for and on behalf of the Society shall be subject to the provisions of the Act, be expressed to be made in the name of the Society and shall be executed by the persons authorised by the Governing Body.

14.1.2 No contracts for the sale, purchase or supply of any goods and material shall be made for and on behalf of the Society with any member of the Society or his/her relative or firm in which such member or his/her relative is a partner or shareholder or any other partner or shareholder of a firm or a private company in which the said member is a partner or Director.

14.2 COMMON SEAL

14.2.1 The Society shall have a common seal of such make and design as the Governing Body may approve.

14.3 GOVERNMENT POWER TO REVIEW

14.3.1 Notwithstanding anything to the contrary contained in these Rules, the A&N Administration and/or A&N islands Project Management Units (ANIPMU) may appoint one or more persons to review the work and progress of the Society and hold enquiries into the affairs thereof and report thereon.

14.3.2 The Chairperson of the Governing Body shall have the right to nominate one or more persons to be part of the review/enquiries.

14.3.3 The Progress review reports and/or enquiry reports shall be included in the written agenda of the ensuing meeting of the Governing Body

15. Any action taken in the previous Rules shall not be held as prejudiced and would be construed to have been taken under those Rules/Regulation.

16. Power to remove difficulties:- If any difficulties arises in giving effect to the provision of these Rules, the Administrator may subject to such restrictions and conditions, if any as he may think impose, dispense with or relax the provision of any of these Rules."

Bye Laws of the A&N Islands Project Management Units (ANIPMU)

A Procurement Policy and Procedure

Procurement of goods and services will be organized as per the procedures recommended by the ANIPMU Commitments made to multilateral/bilateral donor agencies with regard to Procurement Procedures under different Projects would be honoured.

B Procedure for receiving grants and release of funds

- i) The ANIPMU will open independent savings bank accounts for receiving the Central grant towards society funds and programme funds. The accounts would be operated by CEO of the Society.
- ii) The funds towards society funds and programme funds shall be directly released by DoLR into the account of the Society.
- iii) The Society will maintain separate grant registers received by it towards society funds and for programme activities.
- iv) The Consultants, Programmers and the supporting staff shall be hired either on deputation or on contract. There will be no liability for permanent employment for the hired period. Further , Government staff working in the Department would not be charged to the Central funds.
- v) ANIPMU would get recurring grants for expenditure on the Consultants Programmer and staff as laid down by DoLR and office expenditure.
- vi) The Society is free to receive funding from other sources such as national and international institutes and agencies corporate entities and other organizations willing to support the NLRMP.
- vii) If the non-recurring grant remains unutilized up to three years from the date of sanction, the unutilized amount shall be refunded to the DoLR.
- viii) Purchase of vehicles and construction activities are not permissible under any circumstances from the DoLR funds.
- ix) The data regarding the society funds its utilization and the details of the personnel hired shall be sent by the Society to the DoLR from time to time.
- x) The Purchase of equipments shall be done in accordance with Procurement Rules,(GFR) of the Central Government. Proper arrangements shall be made for storing the equipments, when not in use.
- xi) The amount sanctioned under different items of recurring non-recurring grant shall be utilized as sanctioned by DoLR for any deviation permission of DoLR shall be sought.

- xii) The ANIPMU shall furnish to the DoLR, the Utilization Certificates duly signed by the Ex-officio CEO for the funds releases towards Society funds and Programme funds for a financial year by 30th June of the Next/following financial year and Audited Statement of Accounts every year by the end of September of the next/following year.
- xiii) All cheques shall be signed by the Ex-officio CEO and any one signatory as approved by the Governing Body.
- xiv) Wherever release are decided to be made through bank drafts and /or through e-banking the authorization letter to the bank shall be signed by the concerned authorized signatories.

C Financial powers of the office Bearers of the Society (Governing Body, Office of the Society's, Programme Committee), Executive Secretary and District Programme managers.

Type of Expenditure	Authority	Extent of Power
A: Release of funds to District as per the norms of NLRMP & Procurement.	Ex-officio Chairperson	Full powers
Procurement of computer peripherals / software	3 Member Committee appointed by the Governing Committee	More than Rs 2.00 Lakh and upto Rs. 5.00 Lakh per case.
Procurement of services for specific tasks including outsourcing of support services	3 Member Committee appointed by the Governing Committee	Up to Rs. 6.00 Lakh per case.
C-4 Miscellaneous items not mentioned above such as hiring of taxis, hiring of auditors, meeting and	3 Member Committee appointed by the Governing Committee	Up to Rs. 1.00 Lakh at a time subject to a maximum of Rs. 10 lakh per annum.

workshops training, purchase of training material/books and magazines, payment of TA/DA allowances for contractual staff and/ or non-official invites to DHS meetings and /or official deputed to meetings outside the district		Up to Rs. 5,000/- at a time subject to a maximum of Rs. 1.00 lakh per annum.
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D. Duties and responsibilities (tasks) for effective implementation of the programme.

- i) Implementing the project under the NLRMP as per the programme Guidelines and technical guidance provided by the DoLR from time to time.
- ii) Formulating strategies, policies and plans management of land records so as to provide efficient and prompt services.
- iii) Finalizing administrative, financial legal and technical frame work for the IT enabled land records managements and related services.
- iv) Finalizing standards.
- v) Simplifying the processes and re-engineering.
- vi) The services of the following experts/consultants shall be hired.
 1. Experts from the agencies dealing with Remote Sensing, Aerial Photography , survey of India, Forest Survey of India, C-DAC, Soil and land Use Survey of India, and NRSC-Full time consultants.
 2. 2 Experts from the agencies dealing with IT-Full time programmers.
 3. Supporting staff-Acountant-01, Assistant-01, DEO-01, Peon-01.
- vii) For each duties and responsibility of the consultants, MOU/agreement shall be signed wherever required which shall be within the framework of the guidelines.
- viii) The duties and responsibility of officials and consultants/vendors shall be intimated to the DoLR.

E. Human Resources Policy and Procedures

i. Recruitment and appointment

Recruitment would be through either of the following two routes

- a) Appointments from open market: all such appointments will be on contractual basis for a fixed tenure.

- b) Appointments on "Deputation" basis all such appointments will be regulated in terms of A&N Administration rules relating to Deputation.
- ii) Terms of appointment (applicable to society staff and Consultants)

The terms of appointment of the staff of the society shall be regulated in terms of the guidelines that may be provided by the A&N Administration.

iii) Compliance of Statutory Requirements:-

The Society shall register itself with relevant government agencies for the purpose of complying with the statutory requirements including regulations governing deduction of tax at source relating to the staff consultants and experts employed by it and /or consultancies/contracts awarded by it in the course of performance of its tasks.

-SD-

Admiral D.K. Joshi,
PVSM, AVSM, YSM, NM, VSM (Retd.)
Lieutenant. Governor,
Andaman & Nicobar Islands

By order and in the name of Lt. Governor, A & N Islands

Subd
14/10/2022

Deputy Secretary (Rev.)

Copy forwarded to: -

1. The Deputy Commissioner, South Andaman District.
2. The Deputy Commissioner, N&MA District.
3. The Deputy Commissioner, Nicobar District.
4. The Special Secretary (IT) with the request to publish the same in the official website.
5. The Manager, Govt. Press, Port Blair with the request that the notification with Hindi Version may be published in the ordinary issue of the Andaman and Nicobar Gazette, forthwith 100 copies of the printed notification may be supplied to the Revenue Section, Secretariat.
6. The Assistant Secretary (OL), Andaman and Nicobar Administration for Hindi Version of notification and send the Hindi version direct to the Manager, Govt. Press for publication in the A&N Gazette for Hindi Version of notification.
7. The Director (IP&T), A&N Administration, Port Blair.
8. The Chief Editor, Daily Telegrams with the request to kindly publish the above notification in the Daily Telegrams on two consecutive days.
9. All Heads of Departments.

10. PS to Chief Secretary for information.
11. PS to Secretary (Rev.) for information.
12. The Deputy Secretary (Law), A&N Administration for information.
13. Spare copies.

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12/10/2022

Deputy Secretary (Rev.)